

Mineral Extraction Advisory Committee Organizational Guidelines

(Underlined sections = revised by MEAC on 1/14/04)

1. **Membership.** Mineral Extraction Advisory Committee (MEAC) members shall be appointed by the Waukesha County Executive. The committee shall consist of not less than 9 nor more than 11 persons of recognized ability and demonstrated interest in land use issues related to mining. A staff member from Waukesha County Department of Parks and Land Use or a staff person competent to advise the MEAC on planning and zoning issued shall be appointed by the department head and serve on the committee as an ex-officio member. The committee shall consist of at least two citizens affected by mineral extraction activities, two industry representatives, (one from a gravel operation and one from a limestone operation) one local government official and at least 1 county board supervisor. To the extent feasible, the real estate industry and legal profession should be represented on the committee by one of the foregoing or by any of the remaining at-large members.
2. **Term of Office.** Committee members shall serve a term of 3 years beginning May 1 of each year. The terms of office shall be staggered with 1/3 of the terms beginning each year. No member shall serve more than 2 full terms consecutively, unless the term is extended by unanimous vote of the committee. Any vacancies on the committee shall be filled for the balance of the term by appointment by the County Executive.
3. **Officers.** The chairperson of the committee shall be appointed by the County Executive. A vice-chair shall be elected by the committee at the first regular meeting after May 1 of each year.
4. **Meetings.** Meetings of the MEAC shall be governed by all applicable state laws and administrative rules. Regular meetings of the committee shall be held at such times and frequency as the committee may determine from time to time. Special meetings shall be held as called by the chairperson of the committee. Subcommittees will meet as necessary as called by the chair of said subcommittee.
5. **Subcommittees.** The MEAC may create subcommittees to address specific issues or conduct certain activities, as determined by the committee or at the request of the County Executive.
6. **Procedural Guidelines.** The MEAC, upon request by local units of governments or citizens, shall make advisory recommendations for every mining-related zoning, conditional use, excavation, reclamation or similar proposal which is under the jurisdiction of county government. MEAC shall conduct a site visit, evaluate the proposal and then write a recommendation to the Department of Parks and Land use for inclusion with the staff report. The MEAC shall also provide advisory opinions and recommendations or information to any local governments or citizens within the county upon their request.

The MEAC shall also stay apprised of any new federal laws, state statutes and any regulations affecting the mining industry. The MEAC shall disseminate information and make any necessary recommendations regarding said new laws to any local or county governments or any effected persons as deemed appropriate by the committee.